

**Minutes**  
**Town Board Regular Meeting**  
**Town of Paonia, Colorado**  
**June 12, 2018**

**RECORD OF PROCEEDINGS**

The Regular Meeting of the Town Board of Trustees held Tuesday, June 12, 2018 was called to order at 6:30 PM by Mayor Charles Stewart, followed by the Pledge of Allegiance.

Roll Call:

Trustees present were as follows:

Charles Stewart  
Mary Bachran  
Bill Bear  
Chelsea Bookout  
Karen Budinger  
Samira Hart  
Barry Pennell

Town Staff present were as follows:

Town Administrator Ken Knight  
Clerk Corinne Ferguson  
Finance Officer Cindy Jones  
Police Chief Neil Ferguson  
Public Works director Travis Loberg  
Treasurer Ross King

A quorum was present and Mayor Charles Stewart proceeded with the meeting.

**Approval of Agenda**

Motion by Trustee Bear, supported by Trustee Hart to approve the agenda as presented. Motion carried unanimously.

**Announcements**

Thanks for donations were received from The Dolphin House and Paonia High School.

**Recognition of Visitors & Guests**

Elaine Brett – A West Elk Community Fund is being formed in collaboration with the Western Colorado Community Foundation. Non-profits will be able to apply for grant funds to address community needs.

**Consent Agenda**

Regular Meeting May 22, 2018  
Special Meeting May 30, 2018  
Special Meeting June 6, 2018  
KVNF – Special Event License – Pickin n the Park  
Cherry Days – Special Event License – Cherry Days  
Cherry Days – Special Event License – BMW Rally  
Friends of the Paradise Theatre – Liquor License Renewal

Motion by Trustee Budinger, supported by Trustee Bachran to approve the consent agenda as presented. Motion carried unanimously.

## **Mayor's Report**

Nothing to report.

## **Town Administrator's Report**

1. Will be attending the CML Conference in Vail, June 19-22<sup>nd</sup>.
2. Drought conditions are beginning to affect the spill rate at the 2MG treatment facility. Encouraging community to be vigilant with water conservation.
3. Several grant opportunities upcoming, specifically a federal grant to address main roadways within Town, including Samuel Wade bridge.

Thomas Markle noted water rates do not encourage conservation.

## **Public Works Department Report**

1. New staff member began working Monday.
2. Engineering review on Town projects continue.
3. Contractors continue to work on the Town Park Entrance revitalization.
4. CDOT engineer will begin bridge decking review soon.
5. Pall Corporation will be at IMG plant to work on a few small issues.

## **Police Department Report**

1. The current blotter is included in packet.
2. All three (3) officers are out of Town for mandatory training.
3. Work continues outfitting the new patrol vehicles.

## **Treasurer's Report**

1. Disbursements and payroll have been reviewed.
2. No updates for title search on old sewer plant have been received.
3. The RFP for auditors will be released soon.

## **Unfinished Business**

### **Police Department Staffing**

Initial discussion occurred April 24th, during Personnel Handbook agenda item, and again at the Regular Board meeting May 8th at which time it was referred to Governmental Affairs/Public Safety for follow-up. Governmental Affairs/Public Safety Committee believe staffing levels should be determined by the Town Administrator. Discussion was postponed for this topic to follow amended budget discussion, which occurred prior to this meeting.

Staff requests Board approval to hire an additional full-time police officer, noting the current staffing level requires continuous officer over-time/burn-out, which impacts officer safety and community safety.

Discussion ensued regarding increased population, over-time, officer safety, and burn-out.

Trustee Pennell added that the officers who work for Paonia choose to live here and are committed to the Town, while higher wages and better benefits can be found at other departments. It is one reason the Town has a high turn-over of officers. The Town currently can bring an officer back to the police department who lives here and is raising his family here, which is an asset to the community.

Motion to by Trustee Pennell, supported by Trustee Hart to authorize the additional hire of a full-time police officer. Motion carried unanimously.

### **Planning & Zoning Committee Appointment**

Mayor Stewart provided an overview of the Planning and Zoning Committee structure and the vacant seat. Five (5) applications were received, with four (4) applicants residing with-in Town

limits. The applicants were as follows:

Lucy Hunter  
Doug Beall  
Steve Clissett  
Thomas Markle  
Elaine Brett

Each applicant was given three (3) minutes to introduce themselves.

Discussion ensued regarding the great participation of community members in the process and the differences between planning and zoning.

Mayor Stewart appointed Lucy Hunter to the Planning Commission.

Motion by Trustee Bear to appoint Lucy Hunter to Zoning Board. Motion failed for lack of a second.

Motion by Trustee Bachran, supported by Trustee Bookout to appoint Thomas Markle to the Zoning Board. Motion carried unanimously.

### **New Business**

#### **Paonia Liquors – Transfer of Ownership – Liquor License**

Paonia Liquors, Inc. has entered into an agreement to sell the business located at 4 3<sup>rd</sup> Street to Paonia Liquors, LLC. All documents have been provided, although they are not all signed to date. The buyer's attorney requests Board approval before finalizing the purchase contract. All fees and forms have been submitted. No issues noted from the police Chief.

Motion by Trustee Bachran, supported by Trustee Hart to approve the liquor license transfer from Paonia Liquors, Inc, dba Paonia Liquors, to Paonia Liquors, LLC, dba Paonia Liquors.

Motion to amend by Trustee Bookout, supported by Trustee Bachran contingent upon receipt of complete documents. Amended and main motion carried unanimously.

#### **Clock IMG Storage Tank Sandblasting Bid Award**

Several companies were directly solicited and the sandblasting project was advertised. Three (3) bids were received. Public Works Director requests approval to hire Grand Mesa Mobile for the sandblasting of the IMG water storage tank.

Discussion ensued regarding days to complete, material used to sandblast, and drought conditions.

Motion by Trustee Bear, supported by Trustee Bachran to award the Clock IMG water storage tank sandblasting bid to Grand Mesa Mobile in the amount of \$78,364.00. Motion carried unanimously.

#### **2018 Sidewalk Repair Bid Award**

Several companies were directly solicited and the sidewalk project was advertised. One (1) bid from C & N Construction was received.

Motion by Trustee Bear, supported by Trustee Budinger to award the 2018 sidewalk repairs to C&N Construction. Motion carried unanimously.

#### **Personnel Handbook Revision – Attachment C – Medical Insurance Payment Tier**

The approved handbook does not include the medical insurance tier system the Town uses for medical payout. Should the Town wish to continue the tier schedule we wish to add it as an attachment to the handbook.

The current Tier schedule based on years of employment are as follows:

Paid by employee:

- Year 1: 55%
- Year 2: 45%
- Year 3: 35%
- Year 4: 25%
- Year 5: 20%
- Year 6 and subsequent years: 10%

Motion by Trustee Hart, supported by Trustee Bachran to add attachment C effective June 1, 2018 as presented/amended. Motion carried unanimously.

**Disbursements**

Motion by Trustee Bookout, supported by Trustee Budinger to authorize the disbursements as reviewed by the Town Treasurer and Finance Committee for June 12, 2018 in the amounts of, \$54,741.03 accounts payable, \$23,205.99 payroll taxes, and \$31,024.82 for payroll direct deposit. Motion carried unanimously.

**Finance and Personnel:** Trustees Bookout & Budinger:

Nothing Additional.

**Public Works:** Trustees Bear & Bachran:

Met with Public Works Director Loberg and Town Administrator Knight on June 7<sup>th</sup>. Discussed:

- Progress of current projects
- Sidewalk extension past library
- Park sandbox options
- Painting lines on streets

**Governmental Affairs:** Trustees Pennell & Hart:

Upcoming discussion regarding minor subdivisions, parking issue in the current code, and food trucks.

**S2C:** Trustees Budinger & Pennell:

Continuing to work on survey for future distribution.

**Tree Board:** Trustee Hart:

Paula Martin was appointed as new chair.  
Working on the tree city USA designation.  
Meeting again at the end of July.

**Adjournment**

Motion by Trustee Pennell, supported by Trustee Bookout to adjourn the meeting. Motion carried unanimously.

The meeting was adjourned by Mayor Stewart at 8:26pm

s/s

s/s

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J. Corinne Ferguson, Town Clerk

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Charles Stewart, Mayor